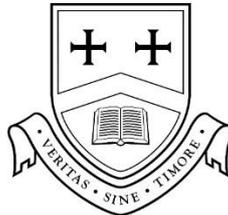


Alcohol, Drugs and Tobacco Policy



CATERHAM
SCHOOL



CATERHAM
PREP

Policy Author:

Senior Deputy Head

Date Reviewed By Author:

September 2025

Next Review Due:

September 2026

Alcohol, Drugs and Tobacco Policy

Introduction

It would be irresponsible of the School not to be aware of the threats and dangers posed by drug misuse in contemporary society, particularly to children and teenagers. Of equal concern is the impact and effect of socially acceptable drugs such as tobacco and alcohol on its pupils. The School's policy has been formulated with this in mind.

Objectives

- to ensure that Caterham School is free from illegal drugs as well as psychoactive substances and solvents
- to educate pupils on the effects of drugs on the mind and body
- to provide opportunities for pupils to practise the personal and social skills and the strategies needed to deal with situations involving drugs
- to promote the individual's self-confidence, self-esteem and self-worth
- to explain the legal situation with regard to the use and misuse of drugs
- to enable young people to identify sources of appropriate personal support
- to enable parents to acquire knowledge and support

Any pupil found to be involved with illegal or other harmful drugs while under school jurisdiction either on or off school premises can expect to be suspended from School and may subsequently be expelled depending on the circumstances. The school reserves the right to inform the police. It is important to note too that if drug-related concerns around a pupil are raised in relation to activity during school holidays, the School reserves the right to respond to ensure the safety and wellbeing of pupils. However, the School considers each drug related incident individually and recognises that a variety of responses is necessary to deal with incidents. It considers carefully the implication of any action it takes and seeks to balance the interests of the pupils involved, other school pupils and the local community.

Alongside sanctions, pastoral support for pupils may include the use of in-school counselling, referral to outside agencies for counselling and agreement to our Supportive Regime document (including the willingness to submit to drug testing), more details of which can be found below and at the end of this policy.

The management of drug related incidents is co-ordinated by the Senior Deputy Head or DSL in consultation with the Headmaster.

Drug testing

Where there is suspicion about a pupil regarding the misuse of drugs, the School reserves the right to arrange for drug testing. Pupil consent is required for a test to take place and parents will be informed also. Refusal of consent may amount to a breach of our Parent Contract (Terms and Conditions) and our Safeguarding and Behaviour Policies, and therefore in such cases this may put the pupil's place at the school under review.

Should a drugs test be found to be positive, the costs of the testing will be met by the parents or guardians of that pupil. In such cases the school reserves the right to apply the full range of sanctions, regardless of whether the drug misuse took place under periods of the School's authority or not.

Our drugs test are carried out by a reputable external provider employed by the School, not by members of Caterham staff. Our providers send their professional sampler to the School, and they will take a sample of hair, typically in the privacy of the Health Centre. Every effort is made to make this process as discreet and dignified as possible.

The hair sample is then taken to our provider's labs for assessment. The results usually take 5 - 7 days to be returned to the School, and as soon as the School receives the results these are shared with the pupil and their parents or guardians.

The outcome of the test, whether positive or negative, will not form part of the pupil's permanent medical record, and the existence of the contract would not usually be communicated with outside parties.

Supportive Regime and Final Warning

In some cases the School may choose to adopt the 'Supportive Regime' route with pupils involved in drug misuse. In such cases, a pupil and their parents or guardians will sign the Supportive Regime document, countersigned by the Headmaster or Senior Deputy Head; in it, the pupil commits to making better choices in the future and submits to future drugs testing at the School's discretion as well as drugs counselling/further drugs education. The Supportive Regime approach also is accompanied by a Final Warning: a pupil undertaking the Supportive Regime can expect to lose their place at the School if they test positive for drugs.

Tobacco and Vaping

The school approach to smoking and vaping aims to give pupils the message that the habit creates health problems for smokers and non-smokers alike, that non-smoking represents the norm in society and that it receives support from the School and staff.

Aims:

- to ensure that cigarette smoking, including e-cigarettes and vaping, is not tolerated at the school
- to educate pupils as to the immediate dangers of smoking
- to encourage those pupils who do smoke to break the habit

Smoking, or being in possession of cigarettes, tobacco, snus, vaping devices, and other smoking and vaping paraphernalia, is prohibited at School and when a pupil is under the School's authority.

Pupils found smoking or vaping, using snus, or in possession of related paraphernalia, can expect their parents to be informed and an appropriate sanction administered. For a persistent offender the Headmaster reserves the right to review the pupil's membership of the School community.

Alcohol

The school approach to alcohol aims to do the following:

- develop knowledge and understanding about alcohol as a drug and its effects on the body
- encourage sensible, appropriate and safe drinking behaviour
- practise personal and social skills and the strategies needed to deal with situations where alcohol is present

Drinking, or being in possession of alcohol is prohibited:

- in school buildings or grounds, except when sanctioned by the Headmaster or Senior Deputy Head: permission for moderate consumption of alcoholic drink may be authorised as part of a meal, under staff supervision, to pupils in the Sixth Form only at certain social occasions and with parental consent. Pupils who have permission to drive to/from School are not permitted to consume alcohol at all on any day that they will drive their car.
- when under the authority of the school, in public houses and other licensed premises (unless with specific permission of the Headmaster, Senior Deputy Head or HMM) and whenever prohibited by law
- whilst on school outings and trips (except for specific occasions sanctioned by the Headmaster or Senior Deputy Head)

Pupils found using or in possession of alcohol whilst under the authority of the School can expect to be suspended; repeat offenders may be expelled.

Support for parents

From time to time the school will arrange sessions in which information about illegal drugs and their use will be presented, as well as on tobacco and alcohol.

Educational programme

The School has a proactive policy concerning the use of illegal drugs and substances, alcohol and tobacco. This is expressed in assemblies, tutor periods, science lessons and in the Wellbeing Programme.

In science lessons the School follows the National Curriculum Science Order concerning Drug Education. This is as follows:

Key Stage 3

- How smoking affects lung structure and gas exchange
- How abuse of alcohol, solvents and other drugs affect health

Key Stage 4

- The effects of solvents, alcohol and tobacco on the body and functions

In Wellbeing classes, tutor groups and assemblies, the following issues are addressed:

Key Stage 3

- Recognising personal responsibility for decisions about substance use
- Knowledge about the basic facts concerning substances including their effects and relevant legislation
- Awareness of myths, misconceptions and stereotypes linked with substance abuse
- The development of appropriate techniques for coping with situations in which substance abuse occurs

Key Stage 4

- Understanding that the UK is a drug-using society and recognising different patterns of use and their effect
- Recognising the impact of peer-group pressure on drug habits
- Individuals are responsible for the choices they make about drug use
- Being able to analyse safe levels of intake; e.g. tobacco, including snus, is never safe, limited use of alcohol may be safe
- Discussing the role of the media in influencing attitudes towards drugs, particularly smoking and alcohol



Supportive Regime Document

Pupil's full name:

Date:

Pupil's date of birth:

Pupil's current school year and age:

I understand that the School has grave concerns about my wellbeing for at least one of the following reasons:

- I have made a voluntary admission of having used a controlled drug or substance in breach of the School's policy
- I have undertaken an 'on suspicion' drugs test organised by the School and this has yielded positive results for prohibited substances

As an alternative to exclusion, the Headmaster has offered me a supportive regime under which:

- For a period agreed by the Headmaster, without obligation on the part of the School, I may at any time be asked to undertake a drugs test for analysis in accordance with the procedures described in the attached policy which I have read and understood.
- I understand that I may be asked to undertake a drugs test at any reasonable time even though no grounds exist at that time to suspect that I have been involved with drugs or substances.
- I agree to be subject to this regime and to co-operate with the School in every respect. I understand that the School will take all reasonable care to preserve my confidentiality and human rights in the operation of this regime.
- I also understand that if without good reason I fail to co-operate with this regime or if a test proves positive I would almost certainly be required to leave the School.

Signed _____

Declaration of parents / guardian

I / We the undersigned accept the Headmaster's offer of a supportive regime for the above named pupil, as laid out above.

I / We undertake to co-operate with the regime in all respects and to pay the laboratory charges for each test.

Signed	Signed
Full name	Full name
Relationship to pupil	Relationship to pupil
Date	Date